

VALLEY COMMUNITY SERVICES BOARD LOCAL HUMAN RIGHTS COMMITTEE  
MEETING MINUTES  
May 4, 2007

Randall Urgo – Advocate

Members Present

Tammy Johnston  
Jeffrey Jones  
Elizabeth Bouldin-Clopton

Affiliate Presentation

AMC – Pam Davies  
DePaul Family Services – Theresa Bistel  
Presbyterian Homes & Family Services, Inc. – Karen Cunningham

Members Absent

Marita Rose  
Donna Logan  
Josephine Carpenter

Valley Representation

Dana Fitzgerald, LHRC Liaison  
Gretchen Horton, Compliance Specialist

TOPIC	DISCUSSION	ACTION
Call to Order	Elizabeth Bouldin-Clopton, Chair for this meeting, called the May 4, 2007 meeting to order.	
Approval of Minutes	It was noted that Ms. Bouldin-Clopton's name was incorrectly spelled on page 3 of March minutes. (Corrected)	A quorum was not present tabled until July meeting
Public Comment	Ms. Bouldin-Clopton introduced the period for public comment.	No Public Comment
Affiliate Presentations	<p><u>AMC</u> Pamela Davies from AMC presented her report for committee members' questions/comments</p> <p>4 Human Rights complaints (resolved) 1 peer-to-peer (resolved) Individuals are given a choice whether they want to file informal or formal – unless alleged abuse than treated as a formal complaint. No citations received</p> <p>Satisfaction Survey was very commendable at 98% satisfied; with 40% of individuals returning the survey.</p> <p><u>DePaul Family Services</u> Theresa Bistel presented the report for DePaul Family Services', Waynesboro Office. No Citations from Licensure in the past year. No Formal Complaints 4 informal complaints resolved satisfactorily.</p>	<p>Written Report Filed with Minutes</p> <p>Written Report Filed with Minutes</p>
	<p><u>Presbyterian Homes &amp; Family Services, Inc.</u> Karen Cunningham presented the report for the Waynesboro group home operated by Presbyterian Homes &amp; Family Services, Inc. No Human Rights Complaints No Licensure violations cited relative to Human Rights</p>	Written Report Filed with Minutes
Valley CSB Agency	Dana Fitzgerald reported for Valley Community Services Board. Ms. Fitzgerald	Informational

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Update	<p>introduced, Gretchen Horton, whom Valley recently hired as the QA/QI Compliance Specialist – Ms. Horton will be assuming the duties of the Human Rights advocate at Valley CSB.</p> <p>Ms. Fitzgerald reported on Diamond Behavioral Healthcare's audit of Valley CSB's records. Diamond Healthcare reviewed 70-100 records. The audit went well – and was significantly improved over Diamond Healthcare's 2001 audit.</p>	
Case Update R. Urgo	<p>1 Formal Complaint in March. Transportation complaint – Mr. Urgo reviewed and it was confirmed that transportation is not a waiver funded service and does not fall under licensure and Human Rights regulations.</p> <p>March &amp; April informal complaints – varied and all were resolved satisfactorily.</p>	Informational
Training	<p>Mr. Urgo announced that Human Rights Training will occur in June – further information would be forwarded once a date is confirmed.</p> <p>Mr. Urgo provided a summary on conducting a hearing (formal complaint) and the steps that are followed for that to occur. (handout and filed with minutes)</p> <p>He also summarized the regulation pertaining to an informal complaint - pg 30, Section 12 VAC 35-115-160, Item C. (re: notify the human rights advocate within 5 working days if complaint is not resolved)</p> <p>Mr. Urgo understands that 5 working days may sometimes be difficult; however, he requested that it is necessary to remain within this guideline to ensure the rights and protection of the individual is maintained.</p>	Informational
Behavioral Advisory Committee	Ms. Lonnie O'Baugh requested that an LHRC Member become a member of the Behavioral Advisory Committee. Ms. Nixsa Swinson had served on the BAC; however, is unable after accepting an employment position with Valley CSB.	Mr. Jeffrey Jones agreed to serve on the Behavioral Advisory Committee.
Nominations of Officers	<p>Ms. Bouldin-Clopton agreed to serve as Chair for the LHRC with Mr. Jones accepting the Vice Chair position. Ms. Tammy Johnston elected Donna Logan as secretary.</p> <p>Election of officers tabled until quorum present.</p>	A quorum was not present to finalize elections of officers
Adjourn	With no further business before the committee, Ms. Bouldin-Clopton adjourned	<b>NEXT MEETING OF LHRC July 13, 2007 Sanger's Lane 9:00 a.m.</b>

The July meeting was rescheduled to the second Friday due to the July 4<sup>th</sup> holiday.